

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-01**

Division: Office of Compliance and Enforcement

Location: Indianapolis, Indiana

Job Duties: The intern will assist the Office of Compliance and Enforcement in the review, analysis, and development of non-rule policy documents

Minimum Qualifications: Applicant should be majoring in Environmental Science or Policy and/or working towards a law degree.

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-02**

Division: Information Technology

Location: Downtown Indianapolis

Job Duties: The intern will assist the GIS Coordinator with development metadata for existing datasets, collection and storage of new datasets, and development of ArcIMS projects. This work is in support of the Indiana Department of Environmental Management (IDEM) and the State of Indiana Center of Excellence in GIS.

Additionally, the intern will:

- Review databases for information on groundwater contamination (within IDEM, the Department of Natural Resources, State Geological Survey Office and other State Agencies)
- Work with IT to devise a method to create linkages and mapping between data sources
- Identify places of impaired ground water and develop access points to be used by the public

Minimum Qualifications: Intern should be familiar with ESRI ArcGIS 8.x or higher, ArcIMS 9.x or higher, and XML Programming.

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INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-03**

Division: Media and Communications Services

Location: Downtown Indianapolis

Job Duties: The intern in this position will be responsible for working with the MACS graphic design team to develop and implement the large-scale agency displays for the Indiana State Fair. IDEM will have three booths in the state, which host a large number of visitors each year in August.

The intern would be responsible for helping with the planning, graphic development and fabrication of the displays and all accompanying materials. This will require the intern to use graphic design, writing for copy content and hands on display construction. The intern will also assist with training agency staff on the use of the elements of the displays and assist with on-site construction if scheduling allows.

Minimum Qualifications:

- Graphic design skills / training including use of Adobe PhotoShop, Illustrator, and InDesign software
- Visual Arts training (painting, photography, other)
- Writing and verbal skills
- Computer experience

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-04**

Division: Office of Pollution Prevention and Technical Assistance (OPPTA)

Location: Downtown, Indianapolis

Job Duties: The intern will assist with outreach projects in the Compliance and Technical Assistance Program (CTAP) and the Community Environmental Health and Education Program.

CTAP provides confidential, environmental assistance to Indiana businesses, universities and municipalities and proactively works with other programs with the

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Indiana Department of Environmental Management (IDEM), governmental entities, and regulated entities to provide regulatory and technical outreach and assistance. In order to effectively provide the type of assistance needed by the regulated community, strict confidentiality is maintained. Outreach efforts include educational workshops and confidential site visits. CTAP also provides confidential phone assistance, and develops recognition programs, compliance assistance manuals, fact sheets, and web-based information.

The intern for this position will have an opportunity to contact and work with several industry sectors to assist in completing the sector specific calendars for drycleaners, auto salvage facilities, metal finishers, auto body and potentially others.

Researching would include reviewing the compliance manuals for date specific requirements, incorporating these requirements into a calendar, "theming" the calendar on an environmental topic for each month and working with IDEM's Media and Communications Services office to obtain appropriate pictures and to put the calendar together.

Duties for the Community Environmental Health and Education Program would include assisting with presentations to schools, summer camps and other educational institutions across the state; assisting with the development of new outreach materials (print and electronic); and assisting with the research and writing of environmental curriculum. The intern would also assist with organizing and staffing various workshops, conferences and community events.

Minimum Qualifications: An environmental background is not required, but the intern will have the opportunity to learn about many environmental issues for air, land and water. Experience with Microsoft Word, Access databases and Excel spreadsheets, ability to conduct Internet searches and basic Internet use is also required. He/she must be able to compose correspondence on varied topics including letters, emails, forms, survey, etc. He/she should be excellent verbal and written communication skills. He/she will be expected to be dependable, capable of making decisions, have the ability to work without close supervision, and be self-motivated. He/she should have the ability to coordinate work in order to maintain schedules and time lines. Because OPPTA offers confidential assistance to small businesses, he/she must have the ability to maintain confidentiality.

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INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-05**

Division: Office of Pollution Prevention and Technical Assistance (OPPTA)

Location: Downtown Indianapolis

Job Duties: Indiana is a state of progress. Part of that progress is our effort to increase economic development capability by encouraging waste diversion. The Indiana Department of Environmental Management Office of Pollution Prevention and Technical Assistance (OPPTA) Recycling Market Development Program works with Indiana companies to reduce non-hazardous waste going into landfills, increase reuse and recycling, and use recycled-content products and industrial feedstocks. The Recycling Market Development Program offers loans and grants to assist Indiana companies with their recycling efforts, helping integrate recycling into their everyday activities.

The intern for this position will have an opportunity to contact and work directly with businesses, to assist in IDEM's efforts to provide current, complete data for the Indiana Recyclable Materials Market Directory, Materials Available Directory, and Recycled-Contents Products Showroom databases, as Indiana's markets for recyclable materials continue to grow.

The intern will assist in the following activities --

Update the following databases:

Indiana Recyclable Materials Market Directory

Materials Available Directory

Recycled-Content Products Showroom

These databases were previously maintained by the Indiana Department of Commerce, and were not updated for several years prior to their transfer to IDEM. Duties will include developing, distributing, and retrieving surveys of companies that are currently listed on each of the databases; developing a list of companies/organization that are not currently listed but fit with each of the databases and surveying those entities; entering updated information in databases; and developing standard operating procedures for ongoing updates for each database.

Minimum Qualifications: An environmental background is not required, but the intern will have the opportunity to learn about many environmental issues and opportunities among various IDEM offices and should have the ability to

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reasonably learn this terminology. Experience with Microsoft Word, Access databases and Excel spreadsheets, Internet searches and basic Internet use is required. He/she must be able to compose correspondence on varied topics including letters, emails, forms, surveys, etc. He/she should have excellent verbal and written communication skills. He/she will be expected to be dependable, capable of making decisions, have the ability to work without close supervision, and be self-motivated. He/she should have the ability to coordinate work in order to maintain schedules and time lines. Because OPPTA offers confidential assistance to small businesses, he/she must have the ability to maintain confidentiality.

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-06**

Division: Office of Pollution Prevention and Technical Assistance (OPPTA)

Location: Downtown Indianapolis

Job Duties: The Indiana Department of Environmental Management (IDEM) is developing a new state environmental performance-based program for Indiana entities. The program will provide recognition and offer regulatory incentives to facilities that implement an environmental management system and commit to environmental improvements. The program is being modeled loosely after the US EPA's National Environmental Performance Track Program.

This position will work closely with the senior environmental manager developing this program within the Office of Pollution Prevention and Technical Assistance. The intern will assist in the rule development process including meeting with IDEM offices involved in the final rule language. In addition, the intern will assist in the development of the application process and the creation of program application materials. Other opportunities may include meetings with interested parties to agree on program guidelines and implementation of the program to include development of promotion materials, press releases, and press events.

In addition to working on the development of this recognition program, this position will also have the opportunity to assist in the planning of the Annual Pollution Prevention Conference & Trade Show. Involvement may include monthly meetings with the Partners for Pollution Prevention, communicating with speakers and vendors involved in the conference, developing brochures and other materials to advertise the conference.

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Minimum Qualifications: Applicants must be proficient in the use of Microsoft software including Word, Excel, and PowerPoint. Applicants must also have extensive experience with Internet searching and emailing. Applicants pursuing environmental degrees are preferred but degrees in advertising or promotion would also be beneficial.

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-07**

Division: Office of Air Quality

Location: Indianapolis

Job Duties: The student will work as an Environmental Scientist. The major project the student will be undertaking is evaluating air monitoring equipment and data. Documentation of calibration equipment certification against standards, proper setup and operation of air monitoring equipment and correct data acquisition and interpretation are integral parts of the job. Additional work could include developing an electronic site evaluation book consisting of pictures, maps, and site configurations, which documents conformity with state and federal rules and regulations.

Duties of the position will include the following:

- Data quality assurance and exceedance investigation for ozone, sulfur dioxide, carbon monoxide, particulate matter, and nitrogen dioxide;
- QA laboratory equipment setup, calibrations, and verification of equipment against laboratory standards (guidance provided by Environmental Managers);
- Site evaluations and documentation as well as field audits of air pollution analyzers and equipment for the following parameters ozone, sulfur dioxide, carbon monoxide, nitrogen dioxide, particulate matter, and meteorological (guidance provided by Environmental Managers); and
- Minor mechanical repair of air pollution equipment.

Minimum Qualifications: A background in mathematics or chemistry with computer skills would be preferable. Good mechanical aptitude or environmental background would be beneficial. Travel is required of the candidate. Must have a driver's license.

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INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-08**

Division: Office of Air Quality – Compliance Branch

Location: Downtown Indianapolis

Job Duties: Continuous Emissions Monitors (CEMS) and Continuous Opacity Monitors (COMS) are required by State Permits, 40 CFR Part 60, 40 CFR Part 63 and 40 CFR Part 75. In addition to Relative Accuracy Test Audits (RATAs) and quarterly excess emission reports, sources are required to perform and submit the results of quality assurance procedures related to the operations of the CEMS/COMS. For CEMS required by 40 CFR Part 60 and 40 CFR Part 63, Cylinder Gas Audits (CGAs) are to be performed during quarters in which a RATA is not performed. For CEMS required by 40 CFR 75, Linearity tests are to be performed during quarters in which RATA is not performed. For COMS, quarterly checks of certain criteria are required as outlined in Chapter 1 Compliance Branch COMS Guidance Manual. The Indiana Department of Environmental Management (IDEM) is required to review the results of these CEMS/COMS quality assurance checks. The intern will complete the review of the quarterly CEMS/COMS quality assurance reports and learn about the air compliance, permitting, and enforcement programs.

Job duties will include:

- Log in quarterly CEMS/COMS quality assurance reports and determine if reports have been submitted in a timely manner. In cases where reports have not been submitted on time, or are deficient, the intern will need to contact companies concerning report submittal timeliness/deficiencies.
- Verify serial numbers of CEMS/COMS and enter activities in the CEMS/COMS database.
- Perform reviews of CEMS/COMS quality assurance reports using spreadsheets provided by Compliance Data Section. Prepare violation letters and/or enforcement referrals for late reports or reports not meeting the quality assurance standards outlined in the applicable sections of the regulations.
- Prepare a single report detailing the status of the CEMS/COMS quality assurance reviews and submit to Branch and Section Chiefs.
- Duties may expand to include reviews of other reports that are reviewed in the Compliance Data Section. Duties may also expand to include stack test observations at industrial and manufacturing sources assisted by OAQ Compliance Data Section.

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Minimum Qualifications: The applicant should --

- Be working towards a college degree in Public Affairs, Environmental or Health Sciences, or Industrial Technology. These types of degrees are preferred but not required.
- Have excellent and oral communication skills.
- Have effective planning and organizational skills.
- Have the ability to work independently.

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-09**

Division: Office of Air Quality – Compliance Branch

Location: Downtown, Indianapolis

Job Duties: Annual Compliance Certifications (ACC) are required to be submitted by all with Part 70 or FESOP operating permitted sources to comply with the Clean Air Act and the State Permit Requirement (326 IAC 2). The Indiana Department of Environmental Management (IDEM) is required by EPA's Compliance Monitoring Strategy to review each source's ACC every year. The intern will complete the review of the ACCs and learn about the air compliance, permitting, and enforcement programs.

The job duties will include:

- Assist in performing completeness reviews of ACCs for sources with Part 70 or FESOP operating permits. This will require a comparison of ACC requirements and OAW non-rule policy with actual ACC submittals. This will also require contacting companies concerning submittal deficiencies and necessary revisions.
- Assist in performing technical reviews of ACCs. This will require research and review of permits, enforcement documents, and compliance activities to insure the accuracy of the ACCs as well as interaction with OAQ compliance inspectors and subject companies.
- Prepare violation letters and enforcement referrals for non-compliance identified in the ACCs.
- Perform data entry activities related to ACC review and tracking.
- Duties may include some inspections at industrial and manufacturing sources assisted by OAQ inspectors.

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Minimum Qualifications: The applicant should --

- Be working towards a college degree in Public Affairs, Environmental or Health Sciences, or Industrial Technology. These types of degrees are preferred but not required.
- Have excellent and oral communication skills.
- Have effective planning and organizational skills.
- Have the ability to work independently.

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-10**

Division: Office of Air Quality (OAQ) - Ambient Monitoring Section

Location: Indianapolis

Job Duties: Candidate will collect and set up field particulate samples, perform monitoring site checks, perform maintenance on monitoring equipment, validate monitoring data, and assist with site repair and maintenance.

Minimum Qualifications: Any Natural Resources curriculum is preferred. A science major is desirable, but not necessary. Candidate must have valid driver's license and be able to travel throughout the state and be out overnight.

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-11**

Division: Office of Land Quality – Facilities Data Analysis Section

Location: Indianapolis

Job Duties: The Facilities Data Analysis Section is responsible for:

- Database coordination and management for waste facilities
- Ensuring waste facility compliance with reporting requirements
- Data validation and quality assurance
- Assignment of identification numbers to facilities and generators of waste
- Customized data reports, summaries and fact sheets, forms, instructions and web pages.

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The intern will assist in validating data during our critical, heavy and seasonal reporting period, when the Tier 2 Reports and Annual Hazardous Waste Reports are due and must be quality checked prior to being data-entered.

Minimum Qualifications: Applicants must - -

- Have experience using word processing software (MS Word, WordPerfect, etc.), email, and the World Wide Web.
- Be open-minded, resourceful and professional.
- Feel very comfortable working with computers.

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-12**

Division: Office of Land Quality

Location: Downtown Indianapolis

Job Duties: The intern will be working on a Special Project – developing two Leaking UST Brochures: “Active and Abandoned UST facilities – A Prospective Purchaser’s Guide” and “Leaking USTs Facilities – A Citizen’s Guide”.

Job duties will include:

- Research the Indiana Department of Environmental Management (IDEM) Leaking UST laws and policies.
- Research other similar brochures from other states.
- Interview Leaking UST program staff regarding program needs.
- Interview Brownfields program staff regarding program needs.
- Develop draft for program review.
- Coordinate with MACS staff regarding layout and content.

Note: The program used an Intern during the summer of 2005 to develop another brochure titled “Leaking Underground Storage Tanks – Tips for Savvy Business Owners”. The project was successful, but time was short so only one was completed.

Minimum Qualifications: Undergraduate (at least 2 years completed) or graduate student in Environmental Science, Management, Policy, or equivalent. Any prior environmental experience preferred.

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INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-13**

Division: Office of Land Quality

Location: Downtown Indianapolis

Job Duties: Geographic Information System (GIS) analysis and mapping work. Some work in the field collecting coordinates using Global Positioning Systems (GPS) is possible. Intern candidates with strong ArcObjects or other application development/programming experience will have the opportunity to apply and develop those skills by working on a customized GIS application for the office.

Minimum Qualifications: Person with strong computer skills and trained in GIS software. ESRI ArcGIS software training preferred.

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-14**

Division: Office of Water Quality

Location: Indianapolis

Job Duties: The primary project of the intern would be the review of existing project files and subsequently making onsite investigations to determine if the permittee had executed the project and wetland mitigation according to the Section 401 Water Quality Certification. The intern would complete the project by making a report, which would include a description of his activities; results of the project; and recommendations for program improvement. The intern would also assist the project managers in the review of projects requiring Section 401 Water Quality Certification by reviewing applications, researching wetland issues and assisting in fieldwork such as wetland delineations and evaluations and compliance inspections. The intern will acquire advanced knowledge of wetland ecology, environmental regulation and learn necessary wetland field techniques.

Minimum Qualifications: Candidate should be working toward a degree in Biology, Ecology or Environmental Science. Must have a valid driver's license and expect some overnight stays away from the office performing fieldwork.

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INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-15**

Division: Office of Water Quality

Location: Shadeland Avenue, Indianapolis

Job Duties: The intern will be assigned to the Surveys Section Second Year Studies Program which is responsible for follow-up of studies of water quality degradation as found from prior Surveys Section and Biological Studies sampling programs. The source identification of these degraded stream reaches and watersheds is an integral component of the Assessment Branch Surface Water Quality Monitoring Strategy for 2006. The follow-up basins of focus for 2006 will be the Great Lakes and Ohio River Tributary Basins. The intern will assist permanent staff in researching potential causes and sources by working through an investigative process, which in most cases will involve considerable field activity. Sampling activities require preparation tasks involving paperwork, maps, equipment, vehicles, reagents, calibrations, and sample bottles. The actual sampling requires the use of sophisticated monitoring devices for collecting the sample and conduction on-site field analyses. Detailed physical descriptions of the stream at each sampling location will also be conducted. The intern will assist in a gamut of cleanup procedures at the end of each sampling effort. Field activities will require extensive driving of state vehicles and overnight status depending upon the location of the particular watershed being studied and the logistics of the sampling plan. Office projects may include computer data entry. QA/QC of data, and the generation of computer tables. Some simple ArcGIS map generation skills may be acquired and utilized during the course of the summer.

Minimum Qualifications: Most students in past summers have been working toward degrees in environmental science, biology, zoology, hydrology, natural resources, earth science, geology, chemistry or other science related degrees. Environmental management or environmental planning degrees are also acceptable. Prior experience in field sampling would be helpful. The applicant must have a valid driver's license and should be in good physical condition to lift and carry scientific equipment to remote sampling locations through brush, mud and streams. The applicant should also be able to read maps and efficiently find remote sampling locations. Organizational skills, database experience, and general familiarity with computer systems are desired. At least one course in basic chemistry with laboratory training to understand the basics of safe handling and transportation of concentrated acids, strong bases, and other hazardous materials is preferred. Weather permitting, up to 12 hours/day will be worked in

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the field and/or 7.5 hours/day in the office for a total of 37.5 hours per week. Vacations will not be permitted due to tight field scheduling. Applicant should be able to travel overnight and work weekly from about Mid-May through as long as possible in August or up to mandatory dismissal date to accommodate fieldwork necessities. Overnight travel is routine; therefore, the applicant should be able to cover travel expenses (approximately \$1000 or have a credit card) at the onset of the summer field activities until the first reimbursement is processed which could take 3-4 weeks. This position needs an applicant who possesses a strong willingness to learn, work hard, and participate as a team member.

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-16**

Division: Office of Water Quality

Location: Shadeland Avenue, Indianapolis

Job Duties: The intern will be assigned to the Surveys Section Statewide E. coli Monitoring Program and will assist a permanent staff member to form a two-person team for sampling surface water in the West Fork White River Basin. The team will be sampling and assessing bacterial concentrations by means of a mobile bacteriological testing laboratory at probabilistic sites as part of the Assessment Branch Surface Water Quality Monitoring Strategy in the summer of 2006. The survey areas of this basin will be visited for five weeks in a row with at least three complete five-week surveys being conducted during the summer internship period. The intern will assist in all facets of field activities which primarily involve sampling, testing, hydrologic and physical parameter measurements. Each week's sampling activities requires preparation tasks involving site preparation paperwork, map generation, equipment calibration, vehicles, equipment use, and sample bottle preparation. The actual sampling requires the use of sophisticated monitoring devices for collecting samples and conducting on-site field analysis. Field activities will require extensive driving of a converted van and overnight stays will be required. Office projects may include computer data entry and QA/QC of data. The intern will also assist in maintaining supplies and equipment at the end of each weeks sampling activities.

Minimum Qualifications: Most students in past summers have been working toward degrees in environmental science, biology, zoology, hydrology, natural resources, earth science, geology, chemistry or other science related degrees.

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Environmental management or environmental planning degrees are also acceptable. Prior experience in field sampling would be helpful. The applicant must have a valid driver's license and should be in good physical condition to lift and carry scientific equipment to remote sampling locations through brush, mud and streams. The applicant should also be able to read maps and efficiently find remote sampling locations. Organizational skills, database experience, and general familiarity with computer systems are desired. At least one course in basic chemistry with laboratory training to understand the basics of safe handling and transportation of concentrated acids, strong bases, and other hazardous materials is preferred. Weather permitting, up to 12 hours/day will be worked in the field and/or 7.5 hours/day in the office for a total of 37.5 hours per week. Vacations will not be permitted due to tight field scheduling. Applicant should be able to travel overnight and work weekly from about Mid-May through as long as possible in August or up to mandatory dismissal date to accommodate fieldwork necessities. Overnight travel is routine; therefore, the applicant should be able to cover travel expenses (approximately \$1000 or have a credit card) at the onset of the summer field activities until the first reimbursement is processed which could take 3-4 weeks. This position needs an applicant who possesses a strong willingness to learn, work hard, and participate as a team member.

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-17**

Division: Office of Water Quality

Location: Shadeland Avenue, Indianapolis

Job Duties: The intern will be assigned to the Surveys Section Statewide E. coli Monitoring Program and will assist a permanent staff member to form a two-person team for sampling surface water in the Patoka River Basin. The team will be sampling and assessing bacterial concentrations by means of a mobile bacteriological testing laboratory at probabilistic sites as part of the Assessment Branch Surface Water Quality Monitoring Strategy in the summer of 2006. The survey areas of this basin will be visited for five weeks in a row with at least three complete five-week surveys being conducted during the summer internship period. The intern will assist in all facets of field activities which primarily involve sampling, testing, hydrologic and physical parameter measurements. Each week's sampling activities requires preparation tasks involving site preparation paperwork, map generation, equipment calibration, vehicles, equipment use, and sample bottle preparation. The actual sampling requires the

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use of sophisticated monitoring devices for collecting samples and conducting on-site field analysis. Field activities will require extensive driving of a converted van and overnight stays will be required. Office projects may include computer data entry and QA/QC of data. The intern will also assist in maintaining supplies and equipment at the end of each weeks sampling activities.

Minimum Qualifications: Most students in past summers have been working toward degrees in environmental science, biology, zoology, hydrology, natural resources, earth science, geology, chemistry or other science related degrees. Environmental management or environmental planning degrees are also acceptable. Prior experience in field sampling would be helpful. The applicant must have a valid driver's license and should be in good physical condition to lift and carry scientific equipment to remote sampling locations through brush, mud and streams. The applicant should also be able to read maps and efficiently find remote sampling locations. Organizational skills, database experience, and general familiarity with computer systems are desired. At least one course in basic chemistry with laboratory training to understand the basics of safe handling and transportation of concentrated acids, strong bases, and other hazardous materials is preferred. Weather permitting, up to 12 hours/day will be worked in the field and/or 7.5 hours/day in the office for a total of 37.5 hours per week. Vacations will not be permitted due to tight field scheduling. Applicant should be able to travel overnight and work weekly from about Mid-May through as long as possible in August or up to mandatory dismissal date to accommodate fieldwork necessities. Overnight travel is routine; therefore, the applicant should be able to cover travel expenses (approximately \$1000 or have a credit card) at the onset of the summer field activities until the first reimbursement is processed which could take 3-4 weeks. This position needs an applicant who possesses a strong willingness to learn, work hard, and participate as a team member.

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-18**

Division: Office of Water Quality

Location: Shadeland Avenue, Indianapolis

Job Duties: The intern will be assigned to the Surveys Section Fixed Station Monitoring Program, which samples water quality at statewide fixed stream sites on a monthly basis. The Surveys Section Fixed Station Monitoring Program is an integral component of the Assessment Branch Water Quality Monitoring Program

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for 2006. The intern will assist with the copious amount of backlogged field data entry generated by this group. The intern will become proficient with the OWQ Assessment Branch AIMS/Access database. The intern will enter and download data from this database and apply the data queries to various computer programs for statistical analysis. A variety of charts, graphs, and tables will be generated and used for exploratory data analysis. This work will be reviewed by full time regular IDEM staff and used for the production of various reports and studies. The intern will also be instructed in methods of Water Quality Monitoring as performed by the OWQ Surveys Section. The intern will be utilized in performing some field activities such as water sampling, measuring flow rates, delivering samples to the laboratories, and maintaining equipment.

Minimum Qualifications: Most students in past summers have been working toward degrees in environmental science, biology, zoology, hydrology, natural resources, earth science, geology, chemistry or other science related degrees. Environmental management or environmental planning degrees are also acceptable. Prior experience in field sampling would be helpful. The applicant must have a valid driver's license and should be in good physical condition to lift and carry scientific equipment to remote sampling locations through brush, mud and streams. The applicant should also be able to read maps and efficiently find remote sampling locations. Organizational skills, database experience, and general familiarity with computer systems are desired. At least one course in basic chemistry with laboratory training to understand the basics of safe handling and transportation of concentrated acids, strong bases, and other hazardous materials is preferred. Weather permitting, up to 12 hours/day will be worked in the field and/or 7.5 hours/day in the office for a total of 37.5 hours per week. Vacations will not be permitted due to tight field scheduling. Applicant should be able to travel overnight and work weekly from about Mid-May through as long as possible in August or up to mandatory dismissal date to accommodate fieldwork necessities. Overnight travel is routine; therefore, the applicant should be able to cover travel expenses (approximately \$1000 or have a credit card) at the onset of the summer field activities until the first reimbursement is processed which could take 3-4 weeks. This position needs an applicant who possesses a strong willingness to learn, work hard, and participate as a team member.

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INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-19**

Division: Office of Water Quality

Location: Shadeland Avenue, Indianapolis

Job Duties: The intern will be assigned to the Surveys Section Probabilistic Sampling Program, which is responsible for sampling randomly selected stream locations within river basins for the purpose of making water quality assessments of those watersheds. The Surveys Section Probabilistic Program is an integral component of the Assessment Branch overall Water Quality Monitoring Strategy for 2006. This particular intern position will focus on water chemistry and nutrient sampling which will generate data to also be utilized in setting nutrient stream standards for Indiana as required by the USEPA. The intern will assist a Surveys Section permanent staff member to form a two-person team, which will be assigned to the Patoka River Basin for probabilistic monitoring activities in 2006. The actual sampling requires the use of sophisticated monitoring devices for collecting the sample and conducting on-site field analyses. Detailed physical descriptions of the stream at each sampling location will also be conducted. The intern will assist in a gamut of cleanup procedures at the end of each weekly sampling effort. Field activities will require extensive driving of state vehicles and overnight stays depending upon the location of the particular watershed being studied and logistics of the sampling plan. Office projects may include computer data entry, QA/QC of data, and the generation of computer tables. Some simple ArcGIS map generation skills may be acquired and utilized during the course of the summer.

Minimum Qualifications: Most students in past summers have been working toward degrees in environmental science, biology, zoology, hydrology, natural resources, earth science, geology, chemistry or other science related degrees. Environmental management or environmental planning degrees are also acceptable. Prior experience in field sampling would be helpful. The applicant must have a valid driver's license and should be in good physical condition to lift and carry scientific equipment to remote sampling locations through brush, mud and streams. The applicant should also be able to read maps and efficiently find remote sampling locations. Organizational skills, database experience, and general familiarity with computer systems are desired. At least one course in basic chemistry with laboratory training to understand the basics of safe handling and transportation of concentrated acids, strong bases, and other hazardous materials is preferred. Weather permitting, up to 12 hours/day will be worked in the field and/or 7.5 hours/day in the office for a total of 37.5 hours per week.

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Vacations will not be permitted due to tight field scheduling. Applicant should be able to travel overnight and work weekly from about Mid-May through as long as possible in August or up to mandatory dismissal date to accommodate fieldwork necessities. Overnight travel is routine; therefore, the applicant should be able to cover travel expenses (approximately \$1000 or have a credit card) at the onset of the summer field activities until the first reimbursement is processed which could take 3-4 weeks. This position needs an applicant who possesses a strong willingness to learn, work hard, and participate as a team member.

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-20**

Division: Office of Water Quality

Location: Shadeland Avenue, Indianapolis

Job Duties: The intern will be assigned to the Surveys Section Probabilistic Sampling Program, which is responsible for sampling randomly selected stream locations within river basins for the purpose of making water quality assessments of those watersheds. The Surveys Section Probabilistic Program is an integral component of the Assessment Branch overall Water Quality Monitoring Strategy for 2006. This particular intern position will focus on water chemistry and nutrient sampling which will generate data to also be utilized in setting nutrient stream standards for Indiana as required by the USEPA. The intern will assist a Surveys Section permanent staff member to form a two-person team, which will be assigned to the West Fork White River Basin for probabilistic monitoring activities in 2006. The actual sampling requires the use of sophisticated monitoring devices for collecting the sample and conducting on-site field analyses. Detailed physical descriptions of the stream at each sampling location will also be conducted. The intern will assist in a gamut of cleanup procedures at the end of each weekly sampling effort. Field activities will require extensive driving of state vehicles and overnight stays depending upon the location of the particular watershed being studied and logistics of the sampling plan. Office projects may include computer data entry, QA/QC of data, and the generation of computer tables. Some simple ArcGIS map generation skills may be acquired and utilized during the course of the summer.

Minimum Qualifications: Most students in past summers have been working toward degrees in environmental science, biology, zoology, hydrology, natural resources, earth science, geology, chemistry or other science related degrees.

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Environmental management or environmental planning degrees are also acceptable. Prior experience in field sampling would be helpful. The applicant must have a valid driver's license and should be in good physical condition to lift and carry scientific equipment to remote sampling locations through brush, mud and streams. The applicant should also be able to read maps and efficiently find remote sampling locations. Organizational skills, database experience, and general familiarity with computer systems are desired. At least one course in basic chemistry with laboratory training to understand the basics of safe handling and transportation of concentrated acids, strong bases, and other hazardous materials is preferred. Weather permitting, up to 12 hours/day will be worked in the field and/or 7.5 hours/day in the office for a total of 37.5 hours per week. Vacations will not be permitted due to tight field scheduling. Applicant should be able to travel overnight and work weekly from about Mid-May through as long as possible in August or up to mandatory dismissal date to accommodate fieldwork necessities. Overnight travel is routine; therefore, the applicant should be able to cover travel expenses (approximately \$1000 or have a credit card) at the onset of the summer field activities until the first reimbursement is processed which could take 3-4 weeks. This position needs an applicant who possesses a strong willingness to learn, work hard, and participate as a team member.

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-21**

Division: Office of Water Quality

Location: Indianapolis

Job Duties: The intern will be involved in Source water sampling. A summer intern should expect to be involved in a mixture of office and field works activities supporting the sampling and analysis of ground water for follow-up on source water and 319 ground water sampling projects. Experiences gained during the internship will be directly applicable to a future career in the environmental industry.

The intern will be working on data management and ground water sampling. Data management activities will include inputting historical sample information and analytical data. Depending on the intern's background, they will get involved with working with Microsoft Office (Excel and Access) and ESRI's GIS products, ArcView 3.2 and/or ArcGIS 9.0. The intern will have opportunities to be trained in the use of various field logging equipment and their use in ground water sampling. The

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intern will learn to take proper ground water samples for chemical and stable isotope analysis. As the intern progresses, they will be tasked with taking ground water samples on their own and will be responsible for all accompanying tasks and paperwork.

Minimum Qualifications: The intern should have a valid driver's license, since they will be driving to sample locations. Experience with Microsoft Office (Access and Excel), ESRI ArcGIS and field experience is desirable, but not required.

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-22**

Division: Office of Water Quality

Location: Indianapolis

Job Duties: The intern will be involved in Ground Water Monitoring Network. A summer intern should expect to be involved in a mixture of office and field works activities supporting the sampling and analysis of ground water for the ground water monitoring network. Experiences gained during the internship will be directly applicable to a future career in the environmental industry.

The intern will be working on data management and ground water sampling. Data management activities will include inputting historical sample information and analytical data. Depending on the intern's background, they will get involved with working with Microsoft Office (Excel and Access) and ESRI's GIS products, ArcView 3.2 and/or ArcGIS 9.0. The intern will have opportunities to be trained in the use of various field logging equipment and their use in ground water sampling. The intern will learn to take proper ground water samples for chemical and stable isotope analysis. As the intern progresses, they will be tasked with taking ground water samples on their own and will be responsible for all accompanying tasks and paperwork.

Minimum Qualifications: The intern should have a valid driver's license, since they will be driving to sample locations. Experience with Microsoft Office (Access and Excel), ESRI ArcGIS and field experience is desirable, but not required.

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INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-23**

Division: Office of Water Quality (OWQ)/Assessment Branch/BSS

Location: 2525 N. Shadeland Avenue, Suite 100 – Indianapolis

Job Duties: While assigned to the OWQ-Biological Studies Section, the intern will be employed as a field and laboratory team member under the supervision of Biological Studies staff. The Biological Studies Section supports the Indiana Clean Lakes Program, the Indiana Fish Consumption Advisory, as well as, performs statewide monitoring of aquatic macro invertebrate and fish communities on Indiana's rivers and streams. Duties will include:

- The collection of fishes for fish tissue and fish community assessments using "electro fishing" techniques on lakes and streams;
- Collection of aquatic macro invertebrates using d-nets on streams;
- Habitat assessments;
- Sediment collections;
- Equipment preparations and routine maintenance;
- Quality assurance/quality control (QA/QC) checks on data;
- Laboratory processing and preservation of aquatic macro invertebrate and fish community samples collected.

Sample collections are performed either from a boat or by wading into rivers and streams. Personal safety equipment and training will be provided if necessary for field and laboratory work. Field activities for 2006 will focus on the tributaries to the West Fork White River and Patoka River basins and select lakes throughout the state.

Minimum Qualifications: Prior experience in field sampling is desired, and the applicant must have a valid driver's license. The applicant should be in good physical condition to lift and carry scientific equipment to remote sampling locations through brush, mud, and streams. The applicant should also be able to read maps and efficiently find remote sampling locations. Organizational skills, database experience, and general familiarity with computer systems are desired. At least one course in basic chemistry with laboratory training to understand the basics of safe handling and transportation of concentrated acids, strong bases, and other hazardous materials is preferred. Weather permitting, up to 12 hours/day will be worked in the field and/or 7.5 hours/day in the office for a total of 37.5 hours per week. Vacations will not be permitted due to tight field scheduling. Applicant should be able to travel overnight and work weekly from about Mid-May through as long as possible in August or up to mandatory dismissal date to accommodate fieldwork necessities. Overnight travel is routine;

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therefore, the applicant should be able to cover travel expenses (approximately \$1000 or have a credit card) at the onset of the summer field activities until the first reimbursement is processed which could take 3-4 weeks. This position needs an applicant who possesses a strong willingness to learn, work hard, and participate as a team member.

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-24**

Division: Office of Water Quality (OWQ)/Assessment Branch/BSS

Location: 2525 N. Shadeland Avenue, Suite 100 – Indianapolis

Job Duties: While assigned to the OWQ-Biological Studies Section, the intern will be employed as a field and laboratory team member under the supervision of Biological Studies staff. The Biological Studies Section supports the Indiana Clean Lakes Program, the Indiana Fish Consumption Advisory, as well as, performs statewide monitoring of aquatic macro invertebrate and fish communities on Indiana's rivers and streams. Duties will include:

- The collection of fishes for fish tissue and fish community assessments using "electro fishing" techniques on lakes and streams;
- Collection of aquatic macro invertebrates using d-nets on streams;
- Habitat assessments;
- Sediment collections;
- Equipment preparations and routine maintenance;
- Quality assurance/quality control (QA/QC) checks on data;
- Laboratory processing and preservation of aquatic macro invertebrate and fish community samples collected.

Sample collections are performed either from a boat or by wading into rivers and streams. Personal safety equipment and training will be provided if necessary for field and laboratory work. Field activities for 2006 will focus on the tributaries to the West Fork White River and Patoka River basins and select lakes throughout the state.

Minimum Qualifications: Prior experience in field sampling is desired, and the applicant must have a valid driver's license. The applicant should be in good physical condition to lift and carry scientific equipment to remote sampling locations through brush, mud, and streams. The applicant should also be able to read maps and efficiently find remote sampling locations. Organizational skills, database experience, and general familiarity with computer systems are desired. At least one course in basic chemistry with laboratory training to understand the

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basics of safe handling and transportation of concentrated acids, strong bases, and other hazardous materials is preferred. Weather permitting, up to 12 hours/day will be worked in the field and/or 7.5 hours/day in the office for a total of 37.5 hours per week. Vacations will not be permitted due to tight field scheduling. Applicant should be able to travel overnight and work weekly from about Mid-May through as long as possible in August or up to mandatory dismissal date to accommodate fieldwork necessities. Overnight travel is routine; therefore, the applicant should be able to cover travel expenses (approximately \$1000 or have a credit card) at the onset of the summer field activities until the first reimbursement is processed which could take 3-4 weeks. This position needs an applicant who possesses a strong willingness to learn, work hard, and participate as a team member.

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-25**

Division: Office of Water Quality (OWQ)/Assessment Branch/BSS

Location: 2525 N. Shadeland Avenue, Suite 100 – Indianapolis

Job Duties: While assigned to the OWQ-Biological Studies Section, the intern will be employed as a field and laboratory team member under the supervision of Biological Studies staff. The Biological Studies Section supports the Indiana Clean Lakes Program, the Indiana Fish Consumption Advisory, as well as, performs statewide monitoring of aquatic macro invertebrate and fish communities on Indiana's rivers and streams. Duties will include:

- The collection of fishes for fish tissue and fish community assessments using "electro fishing" techniques on lakes and streams;
- Collection of aquatic macro invertebrates using d-nets on streams;
- Habitat assessments;
- Sediment collections;
- Equipment preparations and routine maintenance;
- Quality assurance/quality control (QA/QC) checks on data;
- Laboratory processing and preservation of aquatic macro invertebrate and fish community samples collected.

Sample collections are performed either from a boat or by wading into rivers and streams. Personal safety equipment and training will be provided if necessary for field and laboratory work. Field activities for 2006 will focus on the tributaries to the West Fork White River and Patoka River basins and select lakes throughout the state.

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Minimum Qualifications: Prior experience in field sampling is desired, and the applicant must have a valid driver's license. The applicant should be in good physical condition to lift and carry scientific equipment to remote sampling locations through brush, mud, and streams. The applicant should also be able to read maps and efficiently find remote sampling locations. Organizational skills, database experience, and general familiarity with computer systems are desired. At least one course in basic chemistry with laboratory training to understand the basics of safe handling and transportation of concentrated acids, strong bases, and other hazardous materials is preferred. Weather permitting, up to 12 hours/day will be worked in the field and/or 7.5 hours/day in the office for a total of 37.5 hours per week. Vacations will not be permitted due to tight field scheduling. Applicant should be able to travel overnight and work weekly from about Mid-May through as long as possible in August or up to mandatory dismissal date to accommodate fieldwork necessities. Overnight travel is routine; therefore, the applicant should be able to cover travel expenses (approximately \$1000 or have a credit card) at the onset of the summer field activities until the first reimbursement is processed which could take 3-4 weeks. This position needs an applicant who possesses a strong willingness to learn, work hard, and participate as a team member.

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Job #: **495-26**

Division: Office of Water Quality (OWQ)/Assessment Branch/BSS

Location: 2525 N. Shadeland Avenue, Suite 100 – Indianapolis

Job Duties: While assigned to the OWQ-Biological Studies Section, the intern will be employed as a field and laboratory team member under the supervision of Biological Studies staff. The Biological Studies Section supports the Indiana Clean Lakes Program, the Indiana Fish Consumption Advisory, as well as, performs statewide monitoring of aquatic macro invertebrate and fish communities on Indiana's rivers and streams. Duties will include:

- The collection of fishes for fish tissue and fish community assessments using "electro fishing" techniques on lakes and streams;
- Collection of aquatic macro invertebrates using d-nets on streams;
- Habitat assessments;
- Sediment collections;
- Equipment preparations and routine maintenance;
- Quality assurance/quality control (QA/QC) checks on data;

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- Laboratory processing and preservation of aquatic macro invertebrate and fish community samples collected.

Sample collections are performed either from a boat or by wading into rivers and streams. Personal safety equipment and training will be provided if necessary for field and laboratory work. Field activities for 2006 will focus on the tributaries to the West Fork White River and Patoka River basins and select lakes throughout the state.

Minimum Qualifications: Prior experience in field sampling is desired, and the applicant must have a valid driver's license. The applicant should be in good physical condition to lift and carry scientific equipment to remote sampling locations through brush, mud, and streams. The applicant should also be able to read maps and efficiently find remote sampling locations. Organizational skills, database experience, and general familiarity with computer systems are desired. At least one course in basic chemistry with laboratory training to understand the basics of safe handling and transportation of concentrated acids, strong bases, and other hazardous materials is preferred. Weather permitting, up to 12 hours/day will be worked in the field and/or 7.5 hours/day in the office for a total of 37.5 hours per week. Vacations will not be permitted due to tight field scheduling. Applicant should be able to travel overnight and work weekly from about Mid-May through as long as possible in August or up to mandatory dismissal date to accommodate fieldwork necessities. Overnight travel is routine; Therefore, the applicant should be able to cover travel expenses (approximately \$1000 or have a credit card) at the onset of the summer field activities until the first reimbursement is processed which could take 3-4 weeks. This position needs an applicant who possesses a strong willingness to learn, work hard, and participate as a team member.
